Forgot Your CUNYfirst EMPL ID

Your CUNYfirst EMPL ID is required to create a BC WebCentral Portal account or reset your BC WebCentral Portal password.

How to find your 8-digit CUNYfirst EMPL ID

If you know your CUNYfirst user name and password:

1. Sign in to CUNYfirst.
2. Go to HR/Campus Solutions > Self Service > Student Center
3. Your CUNYfirst EMPL ID is at the top of the screen.

If you don’t know your CUNYfirst user name and password:

⚠️ You need to reclaim your CUNYfirst account.
1. Open CUNYfirst in your web browser.
2. On the login page, select “New User”
3. Answer the questions on the “Account Activation” page.

   Account Activation
   **First Name**: 
   **Last Name**: 
   **D.O.B. (mm/dd/yyyy)**: 
   **SS# (last 4 digits)**: 

4. Complete the “Challenge Questions and Answers”.
5. Select a new CUNYfirst password.
6. Your 8-digit CUNYfirst ID will be visible after selecting your password.

You might also be interested in:
- Getting Started with CUNYfirst
- CUNYfirst Student FAQ
- Where to go for online services

You need to reclaim your CUNYfirst account.
printable instructions